REVALIDATION TOOL USER GUIDE

February 2016

Version 1.0

©Center for Medicare and Medicaid Services

Document Revisions

Date	Version Number	Document Changes
02/11/2016	1.0	Initial Draft

PROVIDER AFFILIATION SEARCH

Enter Search criteria- First Name, Last Name **or** Organization Name. Entering the exact spelling of the first name, last name or Organization name will yield the best results. In the event that the exact spelling is not known enter a spelling that comes close to the original spelling.

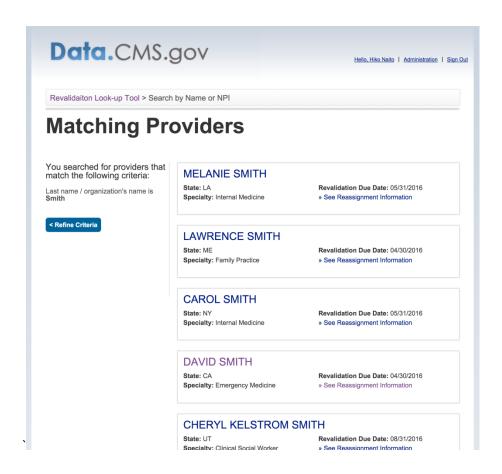
After entering the first name/last name/ organization search click on the Search button. This will give you a list of providers with the same last name/first name or organization name that you have entered.

*Note:It's a contained search- Entering "sm" might not return anything but entering "Smith" will return all the Smiths as well as Smithfield, Smithsonian etc.

Find a Provider

By Name or NPI:

•	
Find a provide	r by one or more fields. Please use exact spelling
Last Name / Organization	Smith
First Name	
NPI 🕖	
Search	



When you select a particular provider by clicking on their name the screen will display a list of entities to which this provider is affiliated as shown below



RECEIVING ENTITY SEARCH

Enter Search criteria- First Name, Last Name **or** Organization Name. Entering the exact spelling of the first name, last name or Organization name will yield the best results. In the event that the exact spelling is not known enter a spelling that comes close to the original spelling.

After entering the first name/last name/ organization search click on the Search button. This will give you a list of Receiving Entities/Affiliations with the same last name/first name or organization name that you have entered.

By Receiving Entity:

Receiving Entity Last	Johns Hopkins	
Name / Organization		
First Name		
Search		

Matching Entities Receiving Reassignment

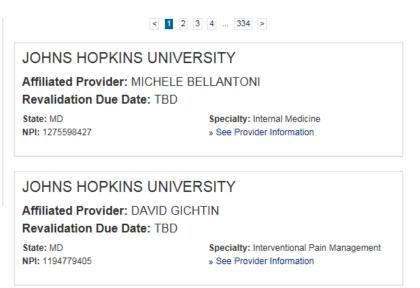
Search results as of 03/01/2016.

You searched for providers that

match the following criteria:

Last name / organization's name is
Johns Hopkins

< Refine Criteria



When you click on a particular Affiliate/Receiving Entity, it displays the name of the Provider(s) affiliated to that entity as well as all the other entities that the Provider is affiliated to.

For example in the screen below, Greg Coccaro is affiliated to Pronger Smith Medicalcare LLC as well as all the other organizations displayed.

DOWNLOAD DATA

Link to Data



In order to download the entire Revalidation Due Date List or the entire Reassignment List please click on the above buttons . The lists can be downloaded in several formats such as csv, xls, xml etc.